



# WELCOME KIT



Ohio Trucking Association | 655 Cooper Road, Westerville, OH 43081  
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# What is Team 88?

Team 88 is a grassroots initiative of the Ohio Trucking Association, used to identify members from all **88 counties in Ohio** who have developed or will develop personal relationships with their local Ohio legislators.

## What do I get by being involved with Team 88?

Members who participate in Team 88 will have in depth background information on the legislative process and initiatives of the association. They will be provided with thorough training as well as information on key players in the legislative process. This will be done through webinars and meetings in Columbus, Ohio.

## What will I learn with Team 88?

Team 88 members will be taught how to develop effective relationships with lawmakers in Ohio. They will be provided with extensive resources and they will speak on behalf of the industry.

## What is the time commitment with Team 88?

There will be an orientation webinar at the start of the session to educate members on key initiatives and provide information on how to connect with legislators. Additionally, quarterly webinars will be held to keep members apprised of the key issues.

### Speaking Point

“ The trucking industry pays 39% of all taxes owed by Ohio motorists, while only representing 10% of vehicle miles in the state. ”

# How a Bill **Actually** Becomes a Law





# Federal, State, and Local Government

Most trucking industry issues fall under the jurisdiction of the federal government, and more specifically under the commerce clause of the United States Constitution. Any load that crosses state lines (interstate loads) is bound by federal guidelines.

For loads moving within a state (intrastate loads), each state has a set of rules that usually mirror federal rules, but do not necessarily have to be consistent. Many states have “auto adoption:” when federal rules change, state rules automatically change to comply. Ohio is not an auto adopt state; therefore, any time the federal rules change, if the state wishes to comply with federal rules, the state must manually adopt the rules through legislation or administrative rule. Programs like workers’ compensation and unemployment insurance are under the purview of the state.

Ohio has a very aggressive home rule charter system. The local jurisdiction can adopt regulations that impact the industry. These include: local permits for overweight loads; load restrictions; truck routes; and idling regulations. This also may include zoning decisions that can impact terminals and truck stops.

## Speaking Point

“

OTA is committed to highway safety and green initiatives. OTA participates in the **“Share the Road”** program, which provides information on truck blind spots, stopping distances, and merging safely around trucks.

”

# Tips for Contacting Your Elected Officials

It is important to make your communication with your elected officials stand out from others so that you increase your chances of affecting their actions on passing or opposing legislation that impacts the trucking industry. Below are some general tips from other organizations to keep in mind when interacting with your elected official.

## General Tips

- Be cognizant of your personal beliefs and avoid getting emotional. Your goal is to have them act in your best interest, so you don't want to create any friction (other than persuasive arguments) in your interaction. *Stay objective.*
- You are serving as a representative of the Ohio Trucking Association, so make sure they see not just you, but OTA as composed, persuasive, and educated. Introduce yourself and note your objective for contact.
- Make sure you are well informed on the issue at hand as well as OTA's position on the issue. Tell them how the issue will benefit or harm the trucking industry. If you don't know the answers to a question, say that you will find out the answer and report back. Prepare answers to general questions they might ask in opposition to your argument. Leave information with the official if possible.
- Educate yourself on your elected official's positions as well as their records on similar legislation and votes. Be sure that you know to which political party they belong, how long they have served in their current office or other offices, to whom they report, their general disposition, and their track record in response to different types of communication.
- Make sure that the elected official can impact an issue before you contact them.
- Initiate a relationship with their staff. In some cases, contacting a member of their staff is as effective as contacting them directly.
- Do not threaten them with reprisal. Make sure that you thank them for their time and consideration, but don't apologize for contacting them about an issue; they are, after all, serving and representing public interests. Follow up by sending a thank you note, which allows you the opportunity to restate the issue at hand as well as provide why approval or opposition of an issue would benefit the trucking industry.
- Timing is extremely important. Follow the news so that you have a general timeline when voting occurs, and contact your elected official early in the process, preferably at the committee level.
- Always share your experience with OTA so that further contact can improve upon what the elected official has already learned. You can also contact local media to further educate the public on how an issue impacts the trucking industry.

## Speaking Point

“OTA provides members numerous ways to stay informed on industry-specific topics through webinars, trainings and in-person events.”

## Tips for Writing Emails

Below are specific tips for writing to your elected official by email:

- Use the specific email address for the staff member working on the issue.
- Verify that everything, including the elected official's name, is spelled correctly.
- Indicate the bill number and the name of the issue in the subject line.
- Use titles.
- Use anecdotal information if possible.
- Present your argument and information on the proposed legislation, including the full name of the legislation and the number that corresponds to it. The first paragraph should serve as a greeting, and should ask for a specific act. In the following paragraphs, describe the legislation and support your position. Ask the elected official how he/she plans to vote on the issue, and request a response.
- Thank the elected official.
- Use a signature with your contact information.
- Be brief.

## Tips for Phone Calls

Remember to keep the tips listed above in mind. Be prepared to talk to an assistant if you are unable to reach the elected official; remember that the staff directs much of the policy. Have a specific ask. If you have had previous contact, remind the elected official of this contact.

## Tips for Meeting In Person

If you can meet your elected official in person, call their office to set up and make an appointment. Confirm the meeting as you get closer to the date of the meeting. You can also set up a meeting nearby; remember to be flexible.

When setting up a meeting, give your name, organization, and an explanation of why you want to meet with the elected official. Dress professionally and arrive on time. Bring a business card and any information pertaining to OTA's position on the issue. You may only have 15 minutes; be prepared to be concise and allow everyone in your group time to speak.

### SOURCES

"Lobby Your Legislator." League of Women Voters of Pullman  
<http://lwvpullman.org/lobbylegislator.html>

"Educate and Lobby Your Legislators." Move to Amend.  
[www.movetoamend.org](http://www.movetoamend.org)

"Ten Tips for Making an Impact on Your Legislator." Arts Wisconsin.  
<https://www.artswisconsin.org/actioncenter/ten-tips-for-making-an-impact-on-your-legislator/>

"Tips for Communicating with Legislators." American Battlefield Trust.  
<https://www.battlefields.org/preserve/speak-out/tips-communicating-legislators>

"Writing Effective Letters to Your Legislators." The Association for Court Reporters and Captioners.  
<https://www.ncra.org/home/get-involved/advocacy/Grassroots-Lobbying/Writing-Effective-Letters-to-Your-Legislators>

### Speaking Point

“ Trucking employs 1 out of every 14 workers in the state of Ohio. ”

### Speaking Point

“ Trucking represents 95% of total manufactured tonnage in the state, and 82.2% of communities rely solely on trucking as a means of transporting their goods. ”



**Ohio Trucking Association PAC** is the Ohio based non-partisan political action committee for the trucking industry. Funds are generated by the contributions from individuals, sole proprietorships, partnerships, LPAs, LLCs, and LLPs who want to support candidates who support the trucking industry.

**Ohio Trucking Association PAC** is how our industry contributes to members of the Ohio Legislature, Ohio elected officials, and Ohio Supreme Court justices who make important decisions that will profoundly impact the trucking industry and allied businesses. These funds are distributed directly to candidates based on the recommendations of the Ohio Trucking Association lobbying team, and are approved by a committee of trucking company professionals who have in depth knowledge of the Ohio political landscape.

It is critical to support candidates who will consider our views. When debating important issues, having a relationship that is built on mutual support is essential to insuring that the voice of the trucking industry is heard.

**Ohio Trucking Association PAC** is registered with the Ohio Secretary of State, and is bound by the state of Ohio fundraising laws and reporting requirements.

Funds are raised throughout the year at membership renewal or during Ohio Trucking Association PAC events or during Ohio Trucking Association PAC events.



### Speaking Point



The trucking industry continues to improve energy and environmental efficiency even while increasing the number of miles driven.

In 2019:

**Combination trucks accounted for just 16% of the total highway transportation fuel consumed.**

**Combination trucks consumed nearly 100 billion fewer gallons of fuel than passenger vehicles in the U.S.**





# Legislative Terminology

## Glossary

**ABSENT** – 1. not present at a session.

**ACT** – 1. legislation enacted into law. 2. a bill that has passed both houses of the legislature, has been enrolled, ratified, and signed by the governor or passed over the governor's office, and has been printed. It is a permanent measure, having the force of law until repealed.

**ADOPTION** – 1. approval or acceptance usually applied to amendments, committee reports, or resolutions.

**AMENDMENT** – 1. any alteration made (or proposed to be made) to a bill or clause thereof, by adding, deleting, substituting, or omitting information:

Committee amendment – an alteration made (or proposed to be made) to a bill that is offered by a legislative committee.

Floor amendment – an alteration offered to a legislative document that is presented by a legislator while that document is being discussed on the floor of that legislator's chamber.

**APPROPRIATION** – 1. funds allocated for various departments of government set aside by formal action for specific use. An appropriation allows money to be spent; it is not an actual expenditure record.

**ASSEMBLY** – 1. a collective of the entire legislative branch.

**BICAMERAL** – 1. a legislature consisting of two separate chambers, each serving as a check on the other's power.

**BIENNIUM** – 1. a two-year term of legislative activity.

**BILL** – 1. a draft of a proposed law presented to the legislature for consideration.

**BIPARTISAN** – 1. having an affiliation or association with (or representatives of) both political parties or caucuses in a two-party system.

**BUDGET** – 1. the suggested allocation of state money, presented to the legislature for consideration. 2. a formal document that reflects the authorized expenditures of the state.

**CALENDAR** – 1. the agenda of daily legislative business in a chamber. 2. a printed list of proposals that are arranged according to the order of business, and are scheduled for consideration by a chamber.

**CARRY-OVER LEGISLATION** – 1. legislation that is held over from the first year of a legislative biennium to the second year.

**CAUCUS** – 1. an informal meeting of a group of legislative members. It is most commonly based on political party affiliation, but may have other bases, such as gender, race, geographic location, or specific issue.

**CENSURE** – 1. an action by a legislative body to officially reprimand an elected official for inappropriate or illegal actions committed by that official while in office. The act of censuring is an official condemnation for inappropriate or illegal actions committed by a public official while that official is holding a position of trust.

**CHAMBER** – 1. a subgroup of a legislative branch. 2. a room in which legislative branches meet to discuss legislation.

**CODE** – 1. a compilation of laws and their revisions according to subject matter, usually arranged by title, chapter, and section. 2. the official publication of the statutes.

## Legislative Terminology Glossary Continued...

**COMMITTEE - 1.** a body of members appointed by the presiding officer (or another authority specified by the chamber) to consider and make recommendations concerning disposition of bills, resolutions, and other related matters. Committee membership is based on chamber affiliation:

Conference committee – a committee composed of members from the two houses, specifically appointed to reconcile the differences between House and Senate versions of a bill or bills.

Interim committee – a committee established to study or investigate certain matters between annual or biennial legislative sessions to report to the next regular session.

Joint committee – a committee composed of members from both chambers.

Standing committee – a committee appointed with continuing responsibility in a general issue area or field of legislative activity.

**COMMITTEE REPORT - 1.** official release of a bill or resolution from committee with or without a specific recommendation, such as “pass,” “pass as amended,” or “do not pass.”

**CONCURRENCE (TO CONCUR) - 1.** an action by which one house agrees to a proposal or action that the other chamber has approved.

**CONFLICT OF INTEREST - 1.** an untenable position that threatens the ability of a legislator to vote impartially due to some personal interest in a legislative issue.

**CONSTITUENT - 1.** a citizen residing within the district of a legislator.

**CONSTITUTION - 1.** a written instrument embodying the fundamental principles of the state that guarantees powers and duties of the government. A constitution guarantees certain rights to the people.

**CONVENE - 1.** to gather daily, weekly, and at the beginning of a session. Members of a chamber gather as provided by the constitution or law.

**COSPONSOR - 1.** a legislator who agrees to adhere their name to a piece of legislation in support of the legislation.

**DECORUM - 1.** proper order, etiquette, and conduct of members during a floor session.

**DIED IN COMMITTEE - 1.** the defeat of a bill through lack of return of that bill from a committee to the House for further action.

**DISSENT - 1.** difference of opinion. 2. to cast a negative vote.

**DIVISION - 1.** a method of voting. A division is a request that members stand or raise their hands, which are then counted when the outcome of a voice vote is unclear or in dispute.

**DIVISION OF A QUESTION - 1.** a procedure to separate a voted upon matter into two or more questions.

**EFFECTIVE DATE - 1.** a date, the absence of such a date, a fixed number of days (depending on the state) after the final adjournment of the session during which a law was enacted (or on signature by the governor specified in the law itself), stating when the law generally becomes effective or binding.

**ELECTION - 1.** the act of selecting a person to fill an office.

**EMERGENCY CLAUSE - 1.** a statement in a bill that indicates the act shall take immediate effect.

**ENGROSS - 1.** the process by which a bill is updated (how adopted amendments and other changes are incorporated into a bill) as it makes its way through the Senate or the House.

**ENROLL - 1.** the process of changing a bill passed by both chambers into its final format for transmission to the governor.

**EXPUNGE - 1.** an action that directs the removal of specific portions from the journal. This is applicable in situations where an objectionable, inflammatory, or incorrect matter has been included in the journal.

**FILIBUSTER - 1.** the prolonged discussion of a bill to delay legislative action.

**FIRST READING - 1.** the first presentation of a bill or its title for consideration. In some states, the first reading is done at the time of introduction.

**FISCAL NOTE - 1.** a note that seeks to state (in dollars) the estimated amount of increase or decrease in revenue or expenditures, as well as the present and future implications of a piece of pending legislation.

## Legislative Terminology Glossary Continued...

**FLOOR – 1.** the portion of a legislative chamber reserved for members and officers of the assembly or other persons granted privileged access.

**GALLERY – 1.** balconies of the chamber from which visitors may view the proceedings of the legislature.

**GERMANENESS – 1.** the relevance or suitability of amendments or substitutes.

**HEARING – 1.** public discussion and appearance on a proposal or bill; usually scheduled by a committee.

**HOUSE – 1.** a generic term for a legislative body; usually the body in a bicameral legislature that has the greater number of members. 2. a shortened name for the House of Representatives or House of Delegates.

**INDEFINITE POSTPONEMENT – 1.** a form of adverse disposition of a proposal for that session of the legislature.

**INSERT – 1.** to add language to a bill or resolution.

**INTERIM – 1.** the interval between regular sessions of the legislature.

**INTRODUCER – 1.** the person (usually a legislator) who presents a bill or resolution for consideration. The introducer may be joined by others who are known as cointroducers. (See “sponsor.”)

**INTRODUCTION – 1.** the formal presentation of a proposal after it has been drafted.

**ITEM VETO – 1.** an action taken by the governor to prevent the enactment of an item on an appropriation bill. This is also called a “line item veto.”

**JOINT SESSION – 1.** a combined meeting of the Senate and House in one chamber.

**JOURNAL – 1.** an official chronological record of actions and proceedings of the respective chambers.

**LEGISLATIVE DAY – 1.** a day on which either chamber convenes (or both chambers convene) to conduct official business.

**LEGISLATIVE INTENT – 1.** a purpose for which a measure is passed.

**LEGISLATIVE LIAISON – 1.** a person (who works for a government agency) who is appointed to communicate between legislators and other departments.

**LEGISLATIVE OVERSIGHT – 1.** the scrutiny of executive branch programs and performance by the legislature.

**LEGISLATIVE SERVICE AGENCY – 1.** a nonpartisan legislative branch agency providing services such as legal and bill drafting, impartial research, and information or technical services. In Ohio, this agency is called the Legislative Service Commission (LSC).

**LEGISLATOR – 1.** an elected member of a legislative body.

**LEGISLATURE – 1.** the branch of state government responsible for enacting laws.

**LINE ITEM – 1.** the numeric line in an appropriation or budget bill.

**LOBBYIST – 1.** a representative of a special interest group whose function is to influence legislation affecting his or her special interest.

**MAJORITY LEADER – 1.** a member of the majority political party designated to be a leader. The procedure for designating the majority leader and other officers varies from state to state.

**MAJORITY PARTY – 1.** the political party having the greatest number of members in the legislature or in either chamber.

**MAJORITY REPORT – 1.** recommendation of action on a measure submitted by a majority of the members of a committee.

**MAJORITY WHIP – 1.** a member who ensures the caucus understands the impact of a vote.

**MEASURE – 1.** the general term for a bill, resolution, or memorial.

**MEMBER ELECT – 1.** a member who has been elected, but who has not yet taken the oath of office, or who is not yet officially serving.

## Legislative Terminology Glossary Continued...

**MEMORIAL – 1.** the method by which the legislature addresses or petitions Congress and other governments or governmental agencies. **2.** the method by which the legislature congratulates or honors groups or individuals.

**MINORITY LEADER – 1.** a member of the minority political party designated to be a leader. The procedure for designating the minority leader and other officers varies from state to state.

**MINORITY PARTY – 1.** the political party that has fewer members in the legislature or in either chamber.

**MINORITY REPORT – 1.** a report that reflects the attitudes of members who do not favor the majority position or action on an issue.

**MINORITY WHIP – 1.** a member who ensures the caucus understands the impact of a vote.

**MINUTES – 1.** an accurate chronological record of the proceedings of a committee meeting.

**MOTION – 1.** a formal proposal offered by a member of a deliberative assembly.

**ORDER OF BUSINESS – 1.** the daily defined routine of procedure in the legislative body.

**OUT OF ORDER – 1.** conduct that does not fall under proper parliamentary rules and procedures.

**PER DIEM – 1.** literally, per day. **2.** daily expense money rendered to legislators or staff.

**POSTPONE INDEFINITELY – 1.** disposal of an issue through neglect in planning a date on which the issue will be reconsidered.

**PRECEDENT – 1.** the presiding officer's interpretation of specific rules on rulings. **2.** unwritten rules that are established by custom.

**PRESIDENT – 1.** the title given to the person elected (or designated by the constitution) as the presiding officer of the Senate.

**PRO TEMPORE (PRO TEM) – 1.** the designated officer of the Senate or House acting in the absence of the regular presiding officer.

**QUORUM – 1.** the minimum number of members required to transact business when a legislative body is assembled.

**READING – 1.** presentation of a bill before either chamber by reading the bill, its title, or its number. **2.** a formal procedure required by the constitution and its rules that indicates a stage in the enactment process. A bill must receive three readings on three different days in each legislative body.

**RECESS – 1.** the intermission in a daily session. **2.** the intermission from one day to the next.

**REFERRAL – 1.** bill assignment to a committee.

**REPEAL – 1.** a method by which a legislative action is revoked or annulled.

**RESOLUTION – 1.** a document that expresses the sentiment or intent of a chamber.

**ROLL CALL – 1.** an alphabetical list of names of present members that is read aloud and recorded. A roll call is used to establish a quorum, or to take a vote on an issue before the body.

**RULES – 1.** regulating principles or methods of legislative procedure.

**SENATE – 1.** a legislative body; usually the body in a bicameral legislature having the fewer number of members.

**SENIORITY – 1.** recognition of prior legislative service.

**SESSION – 1.** the period during which the legislature meets. **2.** the daily meeting of the Senate or House:  
Regular session – the biennial meeting of the legislature as required by the constitution.  
Special (or extraordinary) session – a special meeting of the legislature that is called by the governor (or the legislature itself) and limited to specific matters.

**SIMPLE MAJORITY – 1.** one more than half of those voting on a question.

**SINE DIE – 1.** literally, "without day." **2.** adjournment without a day being set for reconvening; the final adjournment.

## Legislative Terminology Glossary Continued...

**SPEAKER - 1.** the title given to the person elected as the presiding officer of the House or Assembly. In some states, this title is given to the presiding officer of the Senate.

**SPONSOR - 1.** the legislator or legislators who present a bill or resolution for consideration. Sponsors may be joined by others who are known as cosponsors.

**STATUTE - 1.** a formal enactment of legislation of a more permanent nature. The term “statute” is used to designate written law, as distinguished from unwritten law.

**STATUS OF BILL - 1.** the progress of a bill at any given time in the legislative process. It can be in committee, on the calendar, in another house, etc.

**STRIKE OUT - 1.** the deletion of language from a bill or resolution.

**SUB BILL - 1.** a bill offered by a committee in lieu of another bill that was originally referred to the committee for consideration. Technically, the committee substitute is an amendment to the original bill.

**SUNSET - 1.** the expiration date of a measure.

**SUPERMAJORITY - 1.** the required number of legislators needed to override a governor’s veto. In Ohio, this is three fifths of the chamber.

**TERM OF OFFICE - 1.** the period during which an elected person serves.

**TESTIMONY - 1.** formal remarks given by a citizen, organization, or legislator in support or opposition of a bill.

**TITLE - 1.** a concise statement of the subject and contents of a bill.

**VETO - 1.** an action by the governor to disapprove a measure.

**VETO OVERRIDE - 1.** a vote by the legislature to pass a bill over a governor’s veto.

**VOICE VOTE - 1.** oral expression of the members when a question is submitted for their determination. When asked by the presiding officers, members respond “yea” or “nay.” The presiding officer then decides which side prevailed.

**VOTE - 1.** formal expression of a decision by the body.

**YEAS AND NAYS - 1.** recorded votes of members on an issue.

# External Resources

## Government Directory

Each OTA member receives a government directory, which includes extensive information on all legislators for the state of Ohio. Please look for your directory in the mail. To obtain additional copies if needed, please contact Nick Miller at [nick@ohiotrucking.org](mailto:nick@ohiotrucking.org).





# Thomas A. Balzer, CAE

## President and CEO

Thomas A. Balzer, CAE is the President & CEO of the Ohio Trucking Association a position he has held for over seven years. Tom has over 25 years of experience as an association executive. During his tenure, the Ohio Trucking Association has seen some significant changes and logged some significant legislative wins. Including a 1,400% increase in assets, greater transparency and membership engagement, increased donations to the Political Action Committee and a heightened presence in Ohio politics.

Prior the Ohio Trucking Association Tom served as the director of administration at Midwest Motor Express, an LTL carrier with 32 terminals in 16 states, and a board member with Midnite Express, a truckload carrier that served 48 states and Canada. Tom has his CDL and drove linehaul during some of the busier times.

For over six years Tom was the executive vice president of the North Dakota Motor Carriers Association. During his tenure with the Association membership increased by 35% to the highest levels in organizational history, he returned the organization to profitability after over ten years of losses, and expanded its trucking education program offerings, including the nation's only conference specifically for oilfield trucking operations.

Tom currently serves on the board of American Trucking Associations's TruckPAC and the past chair of the Ohio Society of Association Executives. He also served on the Federal Motor Carrier Safety Administration Household Goods Consumer Protection Working Group and serves on a variety of policy committees for the American Trucking Associations.

Tom was born and raised in Bismarck, North Dakota, received his M.B.A. from the University of Mary and his Bachelor's degree in business administration from the University of North Dakota.



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## Governmental Policy Group



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